

PURPOSE

The James City Service Authority finances, constructs, operates, and maintains public water and sewer systems within the Primary Service Area. Operational and maintenance responsibilities include wells, water distribution lines, sewage pumping stations, and sewage collection lines. Expenses are charged directly to a particular project or are allocated to the different operating areas as indirect costs. The Administration Fund allocation formula is based on the number of customers, work order man-hours, number of bills, number of facilities, equipment, and vehicles. The current allocation provides for a ratio of 42 percent from Water Fund and 58 percent from Sewer Fund.

BUDGET SUMMARY

	FY 02 Budget	FY 03 Adopted	FY 04 Adopted
<u>Expenditures:</u>			
Personnel Expenses	\$ 2,698,905	\$ 2,864,340	\$ 2,892,952
Operating Expenses	903,284	1,045,749	1,238,085
Capital Outlay	82,700	125,600	74,000
Total	\$ <u>3,684,889</u>	\$ <u>4,035,689</u>	\$ <u>4,205,037</u>
<u>Allocation of Expenditures:</u>			
Water Fund	\$ 1,547,653	\$ 1,694,989	\$ 1,766,116
Sewer Fund	2,137,236	2,340,700	2,438,921
Total	\$ <u>3,684,889</u>	\$ <u>4,035,689</u>	\$ <u>4,205,037</u>

WORKLOAD INDICATORS

	FY 02 Adopted	FY 03 Adopted	FY 04 Adopted
Billings	96,995	92,388	95,588
Plan Reviews	370	320	340
Construction Inspections	8,400	7,800	8,100
Meter Inspections	890	960	970
Utility Markings	5,250	5,200	5,400
Private Well Inspections	300	250	260

PERSONNEL

Full-time	55	57	57
Part-time	0	0	0

BUDGET COMMENTS

Administration expenses are reimbursed from the operating funds through utility consumption charges, water and sewer inspection fees, billing service charges, and office rent charged to James City County. Overall, this FY 2003 budget will increase 9.4 percent from the FY 2002 budget level. The FY 2004 budget will increase 4.2 percent from FY 2003. Capital Equipment Outlay in FY 2003 includes two 3/4-ton truck replacements, two utility truck replacements, computer equipment replacement and furniture replacement. Capital Equipment Outlay in FY 2004 includes one 3/4-ton truck, one utility truck and computer equipment replacement. Personnel expenses include two new full-time positions in FY 2003 and salary adjustments consistent with those granted to County employees.